

MINUTES
REGULAR MEETING
CHARLOTTE HARBOR
COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE
Monday, June 2, 2014 – 10:30 a.m.
County Administration Building – Room 119
18500 Murdock Circle, Port Charlotte, FL 33948

Members Present

James Herston, *Chairman*
Garland Wilson, *Vice Chairman*
Charlotte Ventola, *Secretary*
Susan Dupper
Michael Haymans
Delmar Wooden

Staff Present

Debrah Forester, Redevelopment Manager
Commissioner Kenneth Doherty
Shaun Cullinan, Community Development
Matt Trepal, Community Development
Venkat Vattikuti, Community Development
Kathy M. Knee, Recorder

Members Absent

Nathaniel Cooley

Guests

I. Call to Order

Chairman Herston called the June 2, 2014 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:31 a.m. in Room 119 of the Charlotte County Administration Building.

II. Pledge of Allegiance

Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.

III. Roll Call/Determination of Quorum

Roll call was taken; Secretary Charlotte Ventola confirmed a quorum was present.

IV. Additions/Deletions to Agenda – None. The Chair requested a change in order: New Business Items a and b and Old Business, Item b, Traffic Count and Speed Study will be heard before the Development Review Report.

V. Approval of Minutes

A Motion was presented by Charlotte Ventola, seconded by Michael Haymans and unanimously approved to accept the Minutes of the May 5, 2014 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee as written.

VI. Commissioner Comments

Commissioner Doherty noted that after reading the notes taken at the Whidden Park meeting, he would like to clarify the second bullet - it is his understanding that if approved construction drawings are found, regardless of what year the documents were approved, they would be the basis for acceptance review as opposed to bringing things up to current standards. The Chair noted that this was his understanding also.

VII. Public Comments – None.

New Business –

- a. 4551 Melbourne Street – Special Exception Request - Debrah Forester noted that both the Applicant and Ken Quillen, a Charlotte County Planner, are present if there are any questions.
- What will happen to current guest house? The current structure will be demolished and new structure will be built in that same general area.

- Why is a special exception required if there is an existing guest house? Official records show only one residence on the property. They have 1½ lots and a guest house could be allowed under special exception.
- Are there any conditions being recommended by staff? Not at this time.
- Is there a relationship between the primary residence and the guest house; is the guest house part of the primary structure. The guest house cannot be rented per zoning code requirements. It can be used for servants quarters or by someone visiting the main occupants of the property.
- There are creative ways to stay within the code such as extended stay guests. Shaun Cullinan noted that the owner could split off and build without special exception because their property has density for two units by right. They are doing special exception because they want both buildings on the one lot. It is hard to enforce rental provisions.

A Motion was presented by Michael Haymans, seconded by Susan Dupper and unanimously approved to recommend approval to the Board of Zoning Appeals of the application for special exception to allow a guest house at 4551 Melbourne Street.

- b. 4551 Melbourne Street – Architectural Standard Review – Debrah Forester noted that the information in the meeting packet shows the elevation of the structure, they are including a metal roof, windows and a type of veranda around the structure. The Chair agrees that the application meets the Architectural Standards for Charlotte Harbor.

A Motion was presented by Delmar Wooden, seconded by Susan Dupper and unanimously approved to support this project by authorizing the Chair to sign the Request for Review as it meets architectural standards.

- IX. b. Bayshore Road Traffic Counts and Speed Study – Venkat Vattikuti reviewed the report which was included in the meeting packet. The traffic count and speed study of Bayshore road was performed. On the average, drivers go 35 mph on a posted 30 mph street. The Sheriff can step up on speed enforcement and the study can be redone to see if it has been approved. Comments and responses included:
- Since cars are parked so close to the road by the park, if a child ran out from between cars even 35 mph is too fast to stop.
 - Signs might help but enforcement is needed to stop speeders.
 - Traffic calming options should be considered. Flashers in new pedestrian crossings have a very good impact on traffic.
 - Bayshore is a collector road which connects two major roadways. Speed bumps are not allowed on collector roads.
 - Stop parking on the roadside.
 - Have 30 mph speed signs put in at the entrance to Parmely.

VIII. Development Review Report

Chairman Herston mentioned there were 4 or 5 signs applications but he did not bring the list to today's meeting.

IX. Old Business

- a. Height and 1200-foot Waterfront Overlay Discussion – Debrah Forester mentioned that a handout of the presentation was distributed at the start of meeting for ease in taking notes. Matt Trepal stated that the presentation is based on both the existing and proposed waterfront overlay standards. It is a follow up to last month's presentation. After Mr. Trepal completed his presentation, there was discussion regarding setbacks and parking. Language should be included stating this supersedes the Waterfront Overlay requirement. Unless there will be aggregation this is not a silver bullet for owners with only one lot. Without vacating Bayshore the area losses a lot of potential.

Debrah noted the purpose of this discussion is to move changes forward. The Revitalization Plan and the Comp Plan are underway and now we are working on the Zoning Code. To recap today's discussion you would like staff to change the setback from the water, change the side setback from the street and look at the maximum width of the building. To remedy the parking issue, offsite parking, valet parking or a parking garage could be considered. The CRA could buy property to use for surface parking, property owners could pay into a parking fund which in time will develop this property into a parking garage. Working the stormwater system into the parking plan could be considered. If green space is going to be an incentive a ratio will be needed to determine - what you get for how much. Another consideration, a private enterprise could put a parking garage that could be successful - in mixed use, a restaurant on one level and the rest for parking. Recommend options to obtain height for non-waterfront properties so they can reach 90 feet. State setback standards in Riverwalk Zoning District and then go to Waterfront Overlay and note that Charlotte Harbor is not included in this as they have their own set of rules. This item will be on the Agenda next month.

- b. Bayshore Road Traffic Counts and Speed Study – Venkat Vattikuti – Addressed above.
- c. Whidden Park – Meeting Minutes were included in the meeting packet. The property owners asked to meet again in about 60 days. Staff will check out dates and send email with choices. Discussion followed regarding how TIF funds might be used to help with roads. TIF funds can be used on public roads but not private roads such as the condo owned roads. Could possibly set aside 5 or 10% for Whidden Park but it would have to be set up as a capital project. Debrah Forester will get estimates together and will contact attorney re private roads and partnership. Will try to schedule a July meeting for Whidden Park property owners.
- d. Harbor Walk Update – June 24 BCC Meeting – Debrah Forester noted the County is entering into a Local Area Plan project agreement with the Florida Department of Transportation to begin Harborwalk Phase 1A this summer. This item is going to the BCC for approval on June 24. Committee members may wish to attend and speak in favor of this project.
- e. Developed Lots Ordinance Update – Debrah Forester brought this item to this Committee a few months ago. The proposal is to make changes to the ordinance to redefine developed lots. In areas where there was a structure at one time, but the slab has now been removed, that lot would need to have its grass maintained. This update will be restricted to only the redevelopment areas in the County. Lots that are overgrown already would not be considered in violation. Lots with slabs need to be maintained; newly demolished structures would need to be maintained. This item is going to the BCC and if approved will be monitored through Code Enforcement. The intent is to make sure you do not create a nuisance within the CRA by allowing vacant land to become overgrown.

A Motion was presented by Delmar Wooden, seconded by Susan Dupper and unanimously approved to support the revision of this ordinance.

- f. Architectural Standards – g. General Requirements (starts on page 5). Debrah Forester stated this item was included because there was a question about a remodeling in Charlotte Harbor and the 50% rule. Ms. Forester talked with the Attorney's office and was told that because this particular structure was not being raised up to the FEMA elevation, it would just need to meet the general requirements. Ms. Forester will be meeting with the Building Department and the Attorney's Office to talk about how the Building Department implements and enforces the CRA's architectural standards. Someone from the Building Department will be invited to the July meeting.
- g. Sign Code – (tabled until Height Code is completed).

Inga Williams is no longer with Community Development; Matt Trepal will be the department's liaison.

- X. New Business – Addressed above.**
4551 Melbourne Street – Special Exception Request
4551 Melbourne Street – Architectural Standard Review

XI. Correspondence/Communications

The following information was included in the meeting packet:

- Minutes from Punta Gorda CRA meeting of May 7, 2014

XII. Public Comments –

Bill Schmitz, Bayshore Marine, thanked Matt Trepal for his efforts in explaining the height and water overlay. There are view corridors the entire length of the bridge and the park so design guidelines should be fitting for the area and promote development. It is good to see improvements being made in the area.

XIII. Staff Comments – Debrah Forester mentioned the following items:

- Will soon be submitting a Technical Assistance Planning Grant Application to the Department of Economic Opportunity for a market analysis for both the Charlotte Harbor and Parkside CRAs. If awarded it could help in the recruitment of retail and commercial uses into the CRAs.
- Nate Cooley does not seem to be working for Ambitrans and unless he is working for a business within the CRA we will need to replace him.
- Business Directory postcards will be sent out this week.

XIV. Attorney Comments - None.

XV. Member Comments

Susan Dupper thanked Matt Trepal for his detailed and informative presentation. Mike Haymans reminded everyone the Freedom Swim is at 9 a.m. on July 4th. Mr. Haymans also thanked Matt for his presentation.

XVI. Next Meeting Date

The next regular meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee will be held on **Monday, July 7, 2014 at 10:30 a.m. in Room 119 of the Charlotte County Administration Center.**

XVII. Adjournment

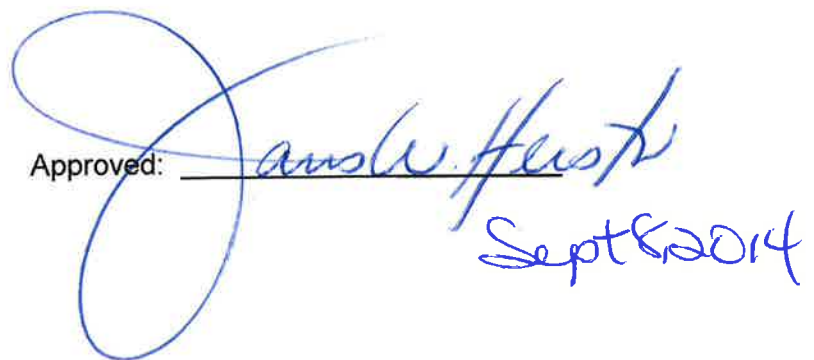
There being no further business, the meeting **ADJOURNED** at 1:20 p.m.

Respectfully submitted,

Charlotte Ventola, Secretary

/kmk

Approved: _____


Sept 8, 2014